2020 Project Directors' Meeting
Day 2 Afternoon

End-of-Cycle Grantees

NATIONAL
CHARTER SCHOOL
RESOURCE CENTER

End-of-Cycle Grantees

Agenda and Objectives

- **Reflections and Strategic Planning**: What worked, what did not, and what would you change?

- **Grant Close Out**: Expectations for grant close out, final reporting, closing out CAPs

- **Dissemination**: Using an evidence-based approach to tell your CSP story

But first...

What are your questions?

What do you need to know to be successful in your grant?

What do you know you don't know?

Also…

This is so much to know about proper grants management. This presentation is designed to hit the highlights. Please reach out to your Program Officer or the NCSRC if you have specific questions.

And now…. On with the Show.

The Final Countdown!

Reflections and Strategic Planning

Logic Model

Substantial Progress Reflections

Strategic Planning

Did your logic model accurately reflect your grant project?

Logic Model

- Did the identified resources adequately support grant activities?
- Did activities and outputs lead to desired outcomes?
- Was your grant project able to achieve short-, mid-, and long-term outcomes as planned?
- Did the identified assumptions hold true?
- If there were no identified assumptions, what would you retroactively include if you could?

Did you demonstrate substantial progress toward grant objectives?

Substantial Progress

- Where you able to demonstrate substantial progress on all objectives and related performance measures?

- If not, which objectives or performance measures were most challenging to work with?

- How would you revise your objectives and performance measures for a future grant?

Strategic Planning Discussion

- How did you get to where you are now?

- Where do you want to go? What is your vision of success?

- What is going to get in your way? What do you need to be aware of?

- What do you need to do to get there?

Grant Close Out: Ending with a plan in mind

Time Extensions

Budget Modifications

Monitoring Reports and Corrective Action Plans

Final Performance Reporting and Close Out

Time Extensions

- In the final year of a grant…

  - One-time extension for up to one year with written notice.

- Written notice to program office is required:

  - No later than 10 days before project ends

  - State reasons for extension & revised end date

If you are requesting a 2nd NCE that must be submitted no later than 60 days *before your grant is scheduled to end. Additional information is needed to process this request, consult with your program officer.*

Time Extensions Restrictions

- Not just for using unexpended funds
- No additional federal funds
- No change to scope or objectives

Budget Modifications

- Submit request, including a description and justification, identify how the funds are being moved to and from other budget line items, and how it aligns with what was included in the original application.

- Program Officer will review and may seek clarification or approval to grant the request.

- Grantee will be informed of decision. If the grantee's request is denied, the grantee has the ability to reallocate the proposed amount.

Monitoring Reports and Corrective Action Plans

- Any unresolved implementation issues identified in monitoring reports or corrective action plans need to be resolved before the closeout of a grant.

- Grantees should work with Program Officers to identify appropriate corrective actions.

- Technical assistance is available through the NCSRC to address unresolved implementation issues identified in monitoring reports.

Final Performance Reports
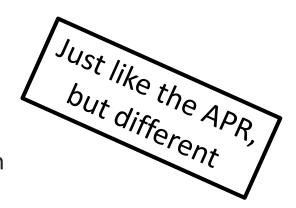
Timelines

- Notification of Expiration
  - 60 days **before** the project period ends
- Liquidation period ends
  - 90 days after project period ends
- Final Performance Report due
  - 90 days **after** the project period ends
- Final Data Collection Form due
  - 90 days **after** the project period ends

Purpose

- Evaluates the success of individual projects and the grant program as a whole.
- Determines whether the goals of the project were accomplished.
- Contributes to the design of future grant programs.
- Demonstrates the program's impact to Congress and the public.

Final Performance Reports

- Grantees will submit the ED 524B which includes:
  - ED 524B Cover Sheet
  - Executive Summary
  - Section A: Project and GPRA Objectives Information
  - Section B: Budget Information
  - Section C: Additional Information

- In addition:
  - Data collection form
  - Evaluation produced or only explanation of your evaluation in ED 524B

Just like the APR, but different

Executive Summary Highlights

Suggested outline:

- Highlights of the project's goals

- The extent to which the expected outcomes and performance measures were achieved

- What contributions the project has made to research, knowledge, practice, and/or policy

- Evaluation highlights

Additional information to include:

- Total number of schools supported with the grant (separate into funding type).

- Address all activities you stated you would accomplish in the grant and provide a summary.

- Lessons learned and best practices

- How did your original ideas change or shift as a result of conducting the project?

- If applicable, describe your plans for continuing the project (sustainability; capacity building) and/or disseminating the project results.

Official Close Out

After the final report is submitted:

- Program officers will review the report and sign the report to certify that the report was read and is **<u>acceptable</u>**.
  - The program officer will reach out to correct any errors and clarify any unclear information

- Grantees can:
  - Close the grant with a zero balance
  - Close the grant with fund balances
  - Close the grant in compliance
  - Close the grant in noncompliance
- Grantees will receive a Notification of Closeout Letter.

Dissemination

Using an Evidence-based Approach

Identifying Practices to Share

Telling your Story

Using an Evidenced-based Approach

Identify Practice & Rationale → Build Evidence of Effectiveness → If successful... → Identify Factors for Successful Implementation → Tell Your Story
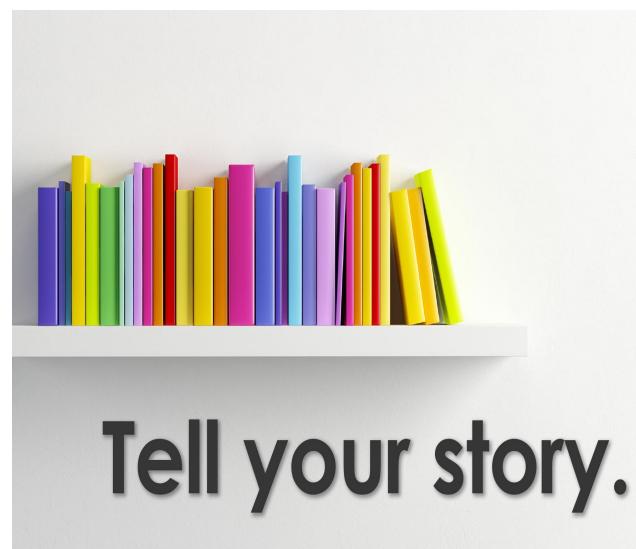
Identifying Practices to Share

- Practices should address and improve one or more of the core components of schools to have the greatest potential impact on school and student outcomes.

- Practices should be adaptable to a variety of contexts. They should not be so idiosyncratic to a specific school, team, or context as to be nearly impossible to implement them with fidelity and replicate the results elsewhere.

- Practices should be scalable to meet the needs of larger audiences and different contexts. The logistics of scaling up should be considered across several domains, including long-term changes in practice, number of users, sustainability, and change in ownership.

Telling your Story

- What is the practice? What is the implementation context?

- Who was the intended audience?

- What data were used to determine effectiveness? How were data collected/analyzed?

- What were the results?

- What were the experiences of participants/intended audience?

- What resources were required for implementation?

- What is the practice and implementation context?

- Who was the intended audience?

- What data were used to determine effectiveness? How were data collected and analyzed?

- What were the results?

- What were the experiences of participants or intended audience?

- What resources were required for implementation?

Tell your story.

Questions and Discussion

Where can you find more help?

Phone a friend!

Call or email your Program Officer

Ask the audience!

Use the Exchange (for SEs)

Ask the host!

Email the Resource Center contact-us@charterschoolcenter.org